
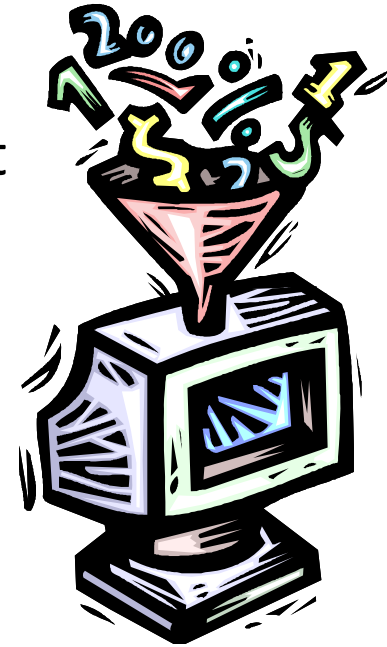




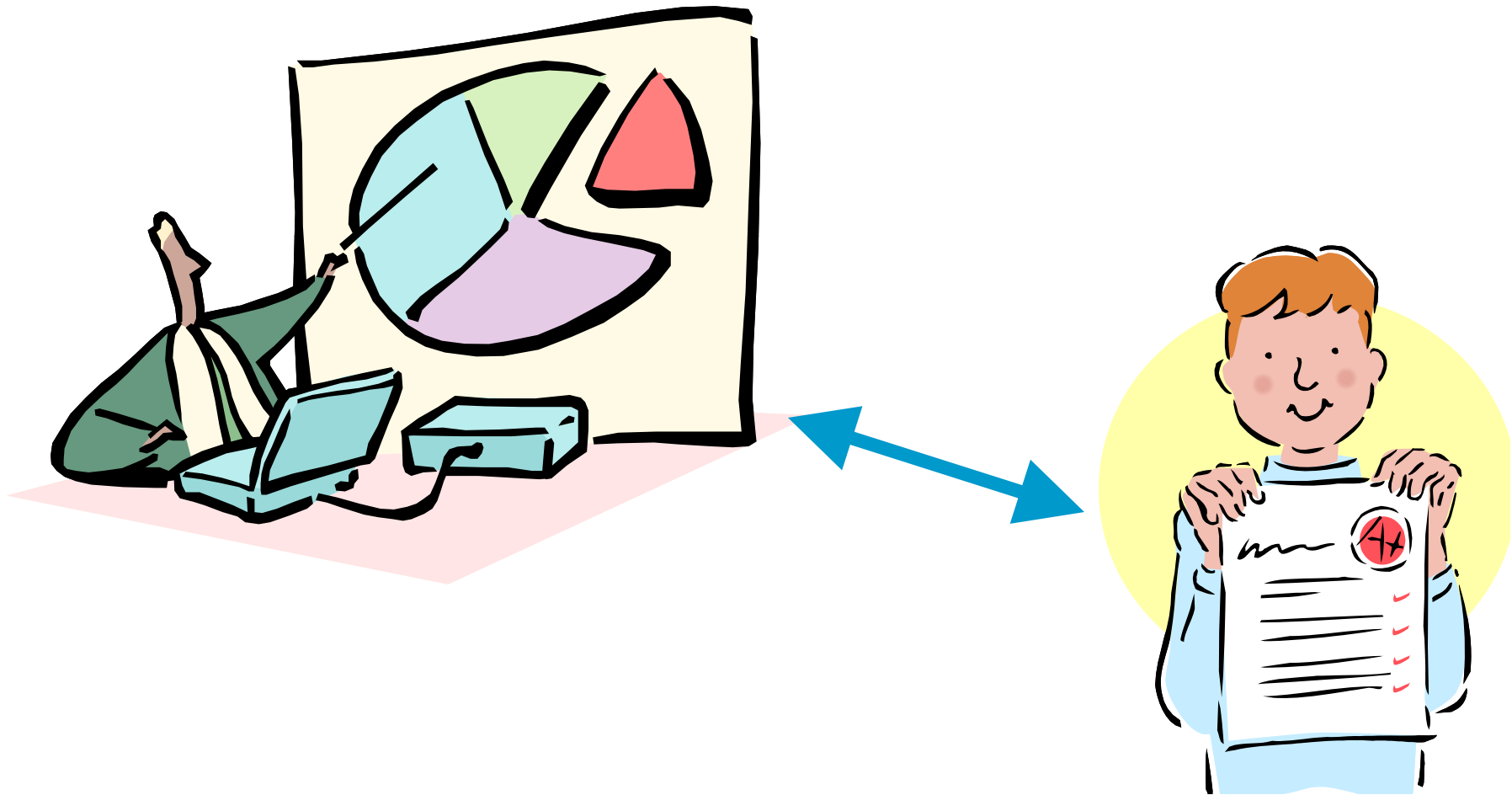
Sara Loewen – AIM Unit Manager, Data Resource Administrator

Data Reported in AIM

- Calculating Adequate Yearly Progress
 - American Indian Achievement Gap Payment
 - Graduate and Dropout rates
 - CRT and ELL assessment registration
 - Legislative data requests
 - Grant funding (Gifted and Talented, Perkins, Title I)
 - Federal reporting of enrollment, attendance, graduation, Title I, CTE, Homeless, LEP, ... and everything else.
 - State funding for ANB (MAEFAIRS)
- 

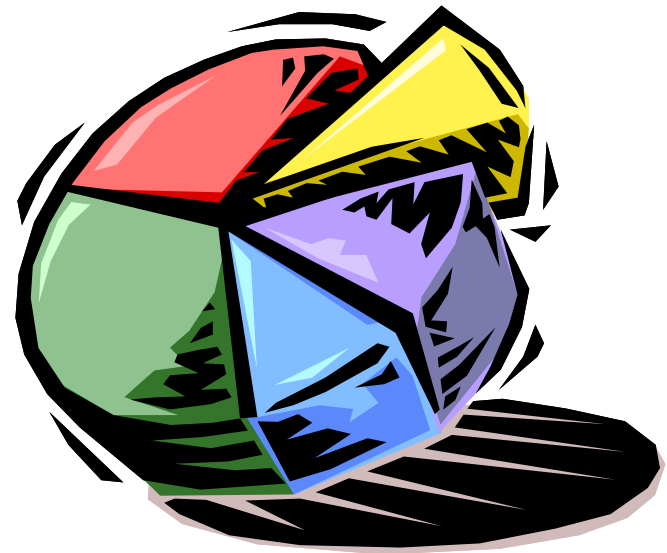


Quality Data Process



Components of Quality Data

- Policies and Regulations
- Standards and Guidelines
- Training and Professional Development
- Timelines and Calendars
- Technology
(Hardware + Software + Network)
- Data Entry Environment



What Do I Need to Know and Do

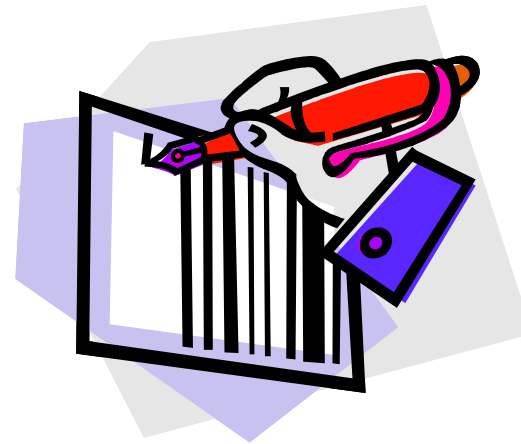


Sort By Field for Labels

- Schools have the option of entering additional sort criteria (i.e., teacher name or classroom) if want to receive barcode labels and test scores organized by teacher name or classroom.
 - Test booklets are sorted by grade level by default, so there is no need to add the grade to the "sort by" field. Teacher name, classroom number, or other identifier should be used to further sort the test booklets.

Bar Code Labels

- On Feb. 2nd OPI sends Measured Progress a file from AIM to generate CRT barcode labels.
 - Any students that enroll after 2/1/10 will not have a barcode label.
 - State ID is required on student answer booklet



Program Participation Collection

- All Enrollment and Program Participation data should be accurate as of March 9
 - Data entry and verification in AIM should be completed by the due date of March 26, 2010.
 - Timely data entry allows AIM staff to perform quality assurance checks and validations.



Enrollment Data Elements

Summary Enrollments Schedule Attendance Programs **Alt** Grades Transcript Credit Summary

Save X Delete Print Enrollment History New

General Enrollment Information

Calendar 09-10 Lincoln Elementary	Schedule (read only) Main	*Grade 05	Class Rank Exclude <input type="checkbox"/>
*Start Date 11/25/2009	No Show <input type="checkbox"/>	End Action 	*Service Type P: Primary
*Start Status 04: Transfer from public school in district or state		End Status 	
Start Comments 		Dropout Reason 	
		End Comments 	

Program Participation Data Elements

Summary | **Enrollments** | **Schedule** | **Attendance** | **Programs** | **A+Grades** | **Transcript** | **Credit Summary**

Save X Delete Print Enrollment History New

Title I Targeted Assistance Program
Title 1
☐

Title I Instructional Services

<input type="checkbox"/> Reading Lang Arts	<input type="checkbox"/> Social Sciences
<input type="checkbox"/> Math	<input type="checkbox"/> Vocational/Career
<input type="checkbox"/> Science	<input type="checkbox"/> Other

Title I Support Services

<input type="checkbox"/> Health, Dental and Eye Care
<input type="checkbox"/> Guidance/Advocacy
<input type="checkbox"/> Other

Title I - Other
Title I Part A Neglected ☐

Title I Part D Delinquent and served by:

Program Participation Data Elements

Summary | **Enrollments** | Schedule | Attendance | Programs | A+Grades | Transcript | Credit Summary

Save X Delete Print Enrollment History New

Other Program Participation

Free/Reduced Meal
F: Free
LEP
01: Current LEP
Primary Language
eng: English
Language Of Impact
39: Other - Non American Indian
Title III
Receives Supplemental Educ Svcs (SES)
Date 1st Identified as LEP
2/12/2006
Date English Proficient
Migrant
Immigrant
Date Immigrant Entered US School
21st Century Participant
Foreign Exchange
Gifted/Talented
Homeless
Homeless Nighttime Residence
McKinney-Vento
Unaccompanied Youth
Section 504

Optional

Sort By
Ms. Smith

CTE Concentrator
Special Ed Fields
Special Ed Status
Y: Yes

Sort By Field for MARS

- Schools have the option of entering additional sort criteria (i.e., teacher name or classroom) if want to MARS information organized by teacher name or classroom.
 - Teacher name or homeroom may be entered



Montana Analysis & Reporting System

Test Window Count Date

- The Test Window Count date is March 9, 2010.

Students enrolled in the school on this date make up the set of students to participate in the CRT assessment



Test Window Attendance Collection

- The Test Window Attendance Collection will be used to collect the aggregate hours and absent counts of all students enrolled at the school as of March 9, 2010.



These data will be used as part of the calculations of the attendance rate and test participation rate for AYP.

Attendance Data Elements

Summary | **Enrollments** | Schedule | Attendance | Programs | Grades | Transcript | Credit Summary

Save | Delete | Print Enrollment History | New

State Reporting Fields

State Exclude ☐ Serving District Resident District

Attendance and Enrollment Information

Fall Attendance Count

Fall Aggregate Hours of Inst. Fall Absent Exclude Fall ANB - 10 Day Rule ☐

Spring Attendance Count

Spring Aggregate Hours of Inst. Spring Absent Exclude Spring ANB - 10 Day Rule ☐

Test Window Attendance Count

Testing Aggregate Hours of Inst. Testing Absent

10+ days unexcused absences 1st sem ☐ 10+ days unexcused absences 2nd sem ☐

Data Verification

- March 26 through May 9, 2010 - This is the final cleanup and verification before the student data is reported to MARS and used for AYP calculations.
- OPI recommends great care in checking and verifying your data



End Enrollments

- Enrollment End dates must be entered in AIM in a timely manner for students who exit your system or school.
 - The voided barcode label form is a vehicle for you to account for students (and unused booklets) but does not end the enrollment record in AIM.
 - If AIM is not updated, those students will be considered non-participants and receive a score of Novice.



No Student Answer Booklet

- Students enrolled in AIM on March 9
 - that do not have a student answer booklet and
 - are not on voided bar code list,
 - will become automatic Novice and flagged as nonparticipant.



Tested at Lower Grade Level

- Student tested at lower grade than the student is enrolled in AIM becomes automatic Novice and flagged as nonparticipant.



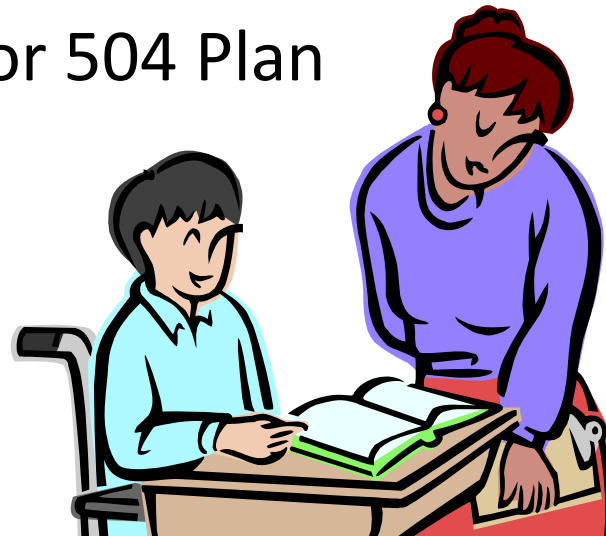
CRT-Alt and Sped Status

- Students who take the CRT-Alternate must be coded in AIM as Special Ed Status 'Yes'.
 - If Special Ed Status is 'No', they will be considered non-participants and receive a score of Novice.



Nonstandard Accommodations

- Students using nonstandard accommodations must be marked in AIM as special education or 504 Plan.
 - LEP students must have accommodations indicated in their IEP or 504 Plan



OPI Verification

- OPI receives test data from Measured Progress on April 20
 - Quality Assurance checks to resolve any discrepancies
 - AIM staff contact schools to verify or make corrections to data



Data Snapshot taken May 10

- The testing (AYP) snapshot of data from AIM will be taken on May 10, 2010.
 - This is a snapshot of all students who were enrolled on test window count date.
 - This data set will be used to determine the student groups, participation rate, and additional academic indicators in AYP calculations.



Changes after May 9 NOT Reflected



Any changes made in AIM after May 9, 2010 will NOT be reflected in AYP calculations or on MARS.

– Please do not wait until May 8 to update your AIM data.



Tools in AIM

- Work with AIM Specialist to check data using tools in AIM:
 - Ad Hoc Filters
 - Reports
 - Extracts



Ad Hoc Filters

- From the **Index**, expand **Ad Hoc Reporting**.
- Select ***Filter Designer***.
- Select *Create a new Filter using the Query Wizard* from **Create a New Filter** and *Student* from **Filter Data Type**.
- Enter the report name under **Query Name**.
- Select the fields based upon the **Ad Hoc Report Map**. Click Next.
- Enter **Operator** and **Value** as appropriate.
- **Test** and **Save** filter.
 - Choose an Organized to: location. You can save filters to your User Account or to other district Groups (saving to district groups depends upon the setup established by the District System Administrator). Click Save.
- [Ad Hoc Reporting Quick Reference Guide](#)
- [Ad Hoc Report Map](#)

Ad Hoc Filters *cont.*

Year: 09-10 District: All Districts School: All Schools State Edition

Index Search Help

Sara Loewen

- AIM Training
- AIM Web Page
- Collection Guides
- Student Information
- Census
- Attendance
- Ad Hoc Reporting
 - Filter Designer**
 - Report Designer
 - Report Builder
 - Data Export
 - Cube Designer
- User Communication
- System Administration
- Accountability
- MT State Reporting
- Account Settings
- Access Log
- Log Off

Ad Hoc Filter Designer

This wizard will walk you through the creation of a new filter. Filters can be created using the Query wizard, selection editor or a pass-through SQL Query. Ad Hoc Filters can be used as a search, or as input to a report.

Saved Filters

- student Active Enrollment as of Today
- student Copy of All Data Elements stud
- student CTE
- student End status
- student IEP
- student LEP Students active today
- student Migrant 2009
- student Missing Fall Window Attendar
- student Student List
- student Title I

Create a New Filter

- ☒ Create a new Filter using the Query Wizard
- ☐ Create a new Filter using the Selection Editor
- ☐ Create a pass-through SQL Query

Filter Data Type

- ☒ Student
- ☐ Census/Staff

Search Edit Copy Delete

< Back Next >

Ad Hoc Filters *cont.*

Ad-Hoc Query Wizard

Query Name:

All Fields

- + <> School Calendar
- + <> School
- + <> District
- + <> Reporting Entity
- <> Learner
 - <> Active Enrollment
 - + <> Core elements
 - <> State Reporting elements
 - stateExclude
 - residentDistrict
 - mealStatus
 - englishProficiencyDate

Selected Fields

- student.stateID
- student.studentNumber
- student.lastName
- student.firstName
- student.grade

Filter By

Ad Hoc Filters *cont.*

Ad-Hoc Query Wizard

Query Name:

Field	Operator	Value	Data Export Options		
			Output Seq	Sort	Direction
student.stateID	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
student.studentNumber	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
student.lastName	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
student.firstName	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
student.grade	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
activeEnrollment.homeless	=	1	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
es.homelessResidence	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
es.mckinneyVento	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>
es.unaccompaniedYouth	<input type="text" value="v"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text" value="v"/>

Organized To:

Attendance

Attendance – Test Window					
<i>This Ad Hoc reports shows all students who are enrolled as of March 09, 2010 (the Test Window Count Date) and their Aggregate Hours and Testing Absent data.</i>					
SECTION	SUB-SECTION	SUB-SECTION	FIELD	OPERATOR	VALUE
Demographics			stateID		
Demographics			studentNumber		
Demographics			lastName		
Demographics			firstName		
Demographics			grade		
Leamer	Active Enrollment	Core elements	startDate	<=	3/09/2010
Leamer	Active Enrollment	Core elements	endDate		
Leamer	Active Enrollment	Core elements	active	TRUE	
Leamer	State Localized Elements		membershipTestingSnapshot		
Leamer	State Localized Elements		attendanceTestingSnapshot		

Economically Disadvantaged

Free/Reduced Meal Students					
<i>This Ad Hoc reports shows all currently enrolled students who have a Free/Reduced Meal status of F: Free or R: Reduced.</i>					
SECTION	SUB-SECTION	SUB-SECTION	FIELD	OPERATOR	VALUE
Demographics			stateID		
Demographics			studentNumber		
Demographics			lastName		
Demographics			firstName		
Demographics			gender		
Demographics			grade		
Learner	Active Enrollment	State Reporting elements	mealStatus	IN	R,F
Demographics			activeToday	=	1

LEP

LEP Students					
<i>This Ad Hoc report shows all currently enrolled students who are flagged as 01: Current or 02: Former LEP (Limited English Proficient).</i>					
SECTION	SUB-SECTION	SUB-SECTION	FIELD	OPERATOR	VALUE
Demographics			stateID		
Demographics			studentNumber		
Demographics			lastName		
Demographics			firstName		
Demographics			grade		
Demographics			raceEthnicity		
Learner	Active Enrollment	State Reporting elements	lep	IN	01,02
Learner	State Localized Elements		languageOfImpact		
Learner	Active Enrollment	State Reporting elements	language		
Learner	State Localized Elements		lepIdentifiedDate		
Learner	Active Enrollment	State Reporting elements	englishProficiencyDate		
Learner	Active Enrollment	State Reporting elements	title3		
Demographics			activeToday	=	1

Students with Disabilities

Special Education Students

This Ad Hoc report shows all currently enrolled students who are flagged as Section 504.

SECTION	SUB-SECTION	SUB-SECTION	FIELD	OPERATOR	VALUE
Demographics			<u>stateID</u>		
Demographics			<u>studentNumber</u>		
Demographics			<u>lastName</u>		
Demographics			<u>firstName</u>		
Demographics			grade		
Demographics			gender		
Learner	Active Enrollment	Special Ed elements	<u>specialEdStatus</u>	=	Y
Demographics			<u>activeToday</u>	=	1

Enrollment Summary Report

- Shows student counts by school, grade level, gender, and race
- Path: Student Information > Reports

0420 Central Public Schools District Generated on 01/27/2010 01:52:56 PM Page 1 of 1		Student Enrollment Summary Report Date: 01/27/2010 Total Races: 6 Total Schools: 5 Total Students: 1121 Total male/female: 575/546					
Student Population by Ethnicity (male/female/total)							
School	American Indian or Alaskan Native	Asian	Hispanic or Latino	Black or African American	White, Non-Hispanic	Native Hawaiian or Pacific Islander	Total
Jefferson High School	8/8/16	2/4/6	4/5/9	2/4/6	199/213/412	0/0/0	215/234/449
Grade 09	1/2/3	0/0/0	2/4/6	1/1/2	44/56/100	0/0/0	48/63/111
Grade 10	3/2/5	1/0/1	1/0/1	0/2/2	46/63/109	0/0/0	51/67/118
Grade 11	3/1/4	0/2/2	0/0/0	0/0/0	61/43/104	0/0/0	64/46/110
Grade 12	1/3/4	1/2/3	1/1/2	1/1/2	48/51/99	0/0/0	52/58/110
Lincoln Elementary	2/1/3	1/0/1	0/1/1	0/0/0	60/35/95	0/0/0	64/39/103
Grade 05	1/0/1	0/0/0	0/0/0	0/0/0	3/2/5	0/0/0	5/3/8
Grade 06	1/1/2	1/0/1	0/1/1	0/0/0	57/33/90	0/0/0	59/36/95

Enrollment or Program Participation Extracts

The screenshot shows a web application interface for generating data extracts. At the top, there are dropdown menus for 'Year' (set to 09-10), 'School' (set to All Schools), and 'Calendar' (set to All Calendars). Below these are tabs for 'Index', 'Search', and 'Help'. The 'Index' tab is active, showing a sidebar with a tree view of system components. The 'MT Extracts' option is highlighted. The main content area is titled 'MT State Extracts' and contains a descriptive paragraph. Below this, there are two sections: 'Extract Options' and 'Select Calendars'. In 'Extract Options', 'Extract Type' is set to 'Program Participation' and 'Format' is set to 'CSV'. A 'Generate Extract' button is present. In 'Select Calendars', there are radio buttons for 'active year' (selected), 'list by school', and 'list by year'. Below these, a list of schools for the 09-10 year is shown, with '09-10 Jefferson High School' selected.

Year: 09-10 School: All Schools Calendar: All Calendars

Index Search Help

- System Administrator
- Student Information
- Instruction
- Census
- Behavior
- Health
- Attendance
- Scheduling
- Grading & Standards
- Ad Hoc Reporting
- Filter Designer
- Data Export
- User Communication
- System Administration
- Food Service
- Messenger
- MT State Reporting
 - MT Data Upload
 - MT Extracts**
- Account Settings
- Access Log
- Log Off

MT State Extracts

This tool will extract data to complete several formats of the MT State-defined reporting formats. Choose the State Format to get the file in the state defined tab separated file format, otherwise choose one of the testing/debugging formats.

Extract Options

Extract Type: Program Participation
Format: CSV
Generate Extract

Select Calendars

Which calendar(s) would you like to include in the report?
☒ active year ☐ list by school ☐ list by year

09-10

- 09-10 Jefferson High School**
- 09-10 Lincoln Elementary
- 09-10 Roosevelt 7-8
- 09-10 Truman Elementary
- 09-10 Washington Elementary

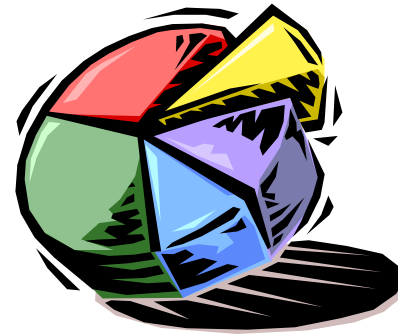
Extracts *cont.*

- Open and review in MS Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	RecordID	Date	Time	Version													
2	HD	#####	15:58:44	MT9.1													
3	RecordID	District	SchoolNum	Calendar	StateID	LocalID	LastName	FirstName	MealStatus	SpecialEd	PartB	PartBE	Section504	Title1	Title1Revised	Title1Material	Title1Science
4	PP	420	358	1	3.23E+08	4	Rau	Jeremy	N	Y			N	N	N	N	N
5	PP	420	358	1	50287	225	Bautista	Avery	N	N			N	N	N	N	N
6	PP	420	358	1	50290	231	Charbonn	Madison	N	N			N	N	N	N	N
7	PP	420	358	1	50380	360	Thornton	Denay	N	N			N	N	N	N	N
8	PP	420	358	1	50393	382	Wood	Tre	F	N			N	N	N	N	N
9	PP	420	358	1	50394	384	Woods	Amber	N	N			N	N	N	N	N
10	PP	420	358	1	93358	389	Aamold	Ryan	R	N			N	N	N	N	N
11	PP	420	358	1	93269	391	Alaers	Arielle	N	N			N	N	N	N	N
12	PP	420	358	1	93362	394	Barkhoff	Gillian	N	N			N	N	N	N	N
13	PP	420	358	1	93366	398	Bennett	Tiffany	N	N			N	N	N	N	N
14	PP	420	358	1	93381	429	Foster	Shayla	N	Y			N	N	N	N	N
15	PP	420	358	1	93420	488	Myhre	Shantel	N	N			N	N	N	N	N
16	PP	420	358	1	93428	502	Pvrah	Lindsav	N	Y			N	N	N	N	N

Race and Ethnicity Changes

Components of Quality Data
–Policy and Regulations



Why the change?

- The federal government is requiring the change in response to increasing diversity within the United States. The change also reflects the 2010 U.S. Census question on race/ethnicity.
- The new standards make a separate distinction between race and ethnicity. Hispanic/Latino is considered an ethnicity, not a race. People who identify their ethnicity as Hispanic or Latino may be of any race.
- Individuals will have the opportunity to select multiple races to more fully describe their heritage. The new data collection format will afford individuals of multi-racial background an opportunity to select categories that better represent themselves.

Race and Ethnicity Changes

Question 1 - Ethnicity

Question 2 - Race

**Question 3 – State Code,
(AYP Student group)**



Race and Ethnicity Changes

Identify the ethnicity and race of the individual by answering **BOTH** questions.

Part 1.

Is the individual Hispanic or Latino? *(Choose only one)*

- ☐ **No, not Hispanic or Latino**
- ☐ **Yes, Hispanic or Latino**

Part 2.

What is the individual's race? *(Choose one or more races below)*

- ☐ **American Indian or Alaska Native**
- ☐ **Asian**
- ☐ **Black or African American**
- ☐ **Native Hawaiian or Other Pacific Islander**
- ☐ **White**

Optional in 2009-2010. Required format for 2010-2011.

Race and Ethnicity Changes

Question 3: Race Ethnicity (State Code)

Race/Ethnicity

*Is the individual Hispanic/Latino?

Y: Yes ▼

*Is the individual from one or more of the these races?
(check all that apply)

☒ American Indian or Alaska Native

☒ Asian

☒ Black or African American

☒ Native Hawaiian or Other Pacific Islander

☒ White

*Race Ethnicity

04: Black or African American ▼

Race/Ethnicity Determination

▼

Required in 2009-2010. Used to determine AYP student groups and American Indian Achievement Gap payment.

Policy

- Reluctant Parents giving information to OPI
 - Authority to collect student information
 - Race/Ethnicity
 - The National Center for Education Statistics instructs school officials to rely on observer identification



http://www.opi.mt.gov/pub/AIM/Race%20and%20Ethnicity%20Changes/Sugg_Observer_ID.pdf

Resource Materials

To assist school districts in implementing the revised regulations, the OPI has developed a number of resources.

- A brochure for parents is available at:
<http://www.opi.mt.gov/pub/AIM/Race%20and%20Ethnicity%20Changes/09AugParentsIdentifyBro.pdf>
- Please see the Web page at
<http://www.opi.state.mt.us/AIM/REChanges.html>
- For additional resources call Sara Loewen, Data Resource Administrator, at 406-444-3494, or email sloewen@mt.gov.

AIM Contacts

AIM Help Desk **1-877-424-6681 or 444-3800**

- Option #1 – for general AIM questions and entering state reported data



AIM Help Email **opiaimhelp@mt.gov**



Questions ??

